

**LIBERTY COMMON SCHOOL
BOARD OF DIRECTORS MEETING
BUSINESS MEETING**

November 21, 2019

Liberty Common High School

2745 Minnesota Drive Dr. Fort Collins, CO

ATTENDANCE

- BOD:
 - Kelly Notarfrancesco, Chair
 - Tricia Diehl, Vice-Chair
 - Brad Kreikemeier, Treasurer
 - Elizabeth Barber, Secretary
 - Ben Friesen
 - Aislinn Kottwitz
- Administration:
 - Bob Schaffer
 - Sarah Hunt
 - Torgun Lovely
 - Kathleen Kearney
 - Robert Robinson
 - Dan Knab
 - Casey Churchill
 - Sandy Stoltzfus
 - Katrina Brossia
 - Bev Hanawalt
 - Bill Kranz
 - Brett Harkey
- Guests: Ashley McAllister, Rob Huey, Kay Lannen, and Herman Lock for the Math Department; Wade Torgeson for the Physical Education Department; First LEGO League ‘Plo Koon’ team members Andrew Ring, Henry Beauvillier, Emily Dean, Connor Ortiz, Pranav Srinivasan, coaches Sandy Ring and Sriram Srinivasan, and various parents of LEGO team members; Julie Smith, Todd Arndorfer; Chuck Grant, and Stanton Skerjanec

CALL TO ORDER

- The meeting was called to order by Ms. Notarfrancesco at 6:02 p.m.
- Ms. Kottwitz moved to approve the agenda as presented with a second by Ms. Barber.
- None opposed; agenda approved.

STAFF AND COMMUNITY COMMENT

- Julie Smith (parent of LCS first grader) – request to preserve half-time Kindergarten

STUDENT RECOGNITION

- Elementary Lego Robotics Team
 - Fourth-grade team ‘Plo Koon’ shared details of their first season. They won first place at Liberty Qualifier with their plan to address waste management. They expressed thankfulness for LEGO robotics at LCS.
 - BOD offered congratulatory remarks and a small gift for each team member.

NEW BUSINESS

- Board Vacancy Appointment – Ms. Notarfrancesco
 - Mr. Friesen moved *to appoint Chuck Grant to fill the board vacancy* with a second by Ms. Kottwitz.
 - Brief discussion noted a desire to prioritize the core competency of finance with this appointment. Mr. Grant has experience serving on the FAC.
 - Roll call vote:
 - Kottwitz – YES
 - Barber – YES

- Friesen – YES
- Kreikemeier – YES
- Notarfrancesco – YES
- The motion *to appoint Chuck Grant to fill the board vacancy* was approved unanimously.
- Mr. Friesen acknowledged Mr. Arndorfer’s significant contributions and ongoing commitment to Liberty.

ROUTINE BUSINESS

- The minutes of October 24, 2019 were approved with no corrections.

ADMINISTRATION AND DEPARTMENT REPORTS

- Headmaster Report – Mr. Schaffer
 - *Teach Like a Champion* Cohort
 - Great Books Symposium
 - Mill Levy Override approval—additional funds for Liberty
 - CLCS Awards
 - Memorial for Amanda Hilpert, daughter of Rhonda Hilpert AST Literacy Specialist
 - Grandparents Day
 - Student leadership of this event elevated in recent years
 - Highly dependent on volunteers and future success will require more effort and emphasis earlier in the year
 - Morality Talks—well received
- Physical Education Department Report – Wade Torgesun
 - Strong intramural participation – continuity and synergy between schools
 - Snack Shack and Eagles’ Landing overhaul – improve healthy snack options
 - Indoor storage – helpful for sustainability of equipment
 - Shift to units with a focus on health – parent appreciation
- Math Department Report – Ashley McAllister and Rob Huey
 - Continuity of Standards Edition
 - Singapore training
 - Beauty of math
 - New Front Range Community College credit option
 - FREE to students
 - Registration in spring
 - Advanced math students targeted with new elementary club – high enthusiasm

UNFINISHED BUSINESS

- Ms. Barber moved *to approve the presented update to Board Policy Section 7.1* with a second by Ms. Kottwitz.
 - Ms. Barber noted the addition of, “The combination of Liberty’s academic excellence and moral framework is intended to help students understand and be inclined toward beauty, truth, goodness, and perfection in college and beyond” since the first reading. No further discussion.
 - All in favor; motion was adopted.
- Ms. Barber moved *to approve the presented update to Board Policy Section 7.6* with a second by Mr. Friesen.
 - No discussion.
 - All in favor; motion was adopted.
- Ms. Barber moved *to approve the presented update to Board Policy Section 7.8* with a second by Ms. Kottwitz.
 - No discussion.

- All in favor; motion was adopted.
- Ms. Kottwitz moved to approve the administration's recommended update to Liberty's Kindergarten Configuration beginning with the 2020/21 school year with a second by Mr. Friesen.
 - Brief discussion noted the administration's thorough research, AAC approval, FAC approval, acknowledgment of communication from several parents who desire the preservation of half-time Kindergarten, and acknowledgement of the desire by other parents for the expansion of full-time Kindergarten.
 - The AAC approved a draft of a new Kindergarten Philosophy to present to the BOD as a recommended amendment to the Policies Manual.
 - All in favor; motion was adopted.

NEW BUSINESS (Continued)

- 2019/2020 Amended Budget Review – Mr. Kreikemeier
 - State statute allows BOD to amend the budget through January 31, 2019
 - Explanation of various funds by the Director of Finance
 - Questions? Email Mr. Kreikemeier or Ms. Brossia before next meeting
- Liberty Common School Bylaws Update – First Reading – Ms. Notarfrancesco
 - BOD and Administration discussion of proposed edits to Bylaws
 - Ms. Notarfrancesco to verify legal requirements with attorney Barry Arrington before next meeting
 - Mr. Schaffer and Ms. Hunt to review and send their proposed edits before next meeting
 - Questions? Email Ms. Notarfrancesco
 - Community to be notified of proposed revision according to Bylaws before a vote at regular December board meeting
- Kindergarten Policy Addition to Liberty Common School Policies Manual – Mr. Churchill
 - Administration drafted language to capture philosophy of Kindergarten program.
 - AAC edited and revised this language to present for board approval as an amendment to the Policies Manual.
 - Ms. Barber noted a concern – approved AAC draft no longer includes historical documentation of rationale for half-time program.
 - Questions? Email Casey before second reading and vote at regular December board meeting

SUB-COMMITTEE REPORTS

- Academic Advisory Committee – Ms. Barber
- Financial Advisory Committee – Mr. Kreikemeier
- Development Committee – Ms. Kottwitz
- Political Committee – Mr. Friesen
- Student Data Privacy Committee – Ms. Notarfrancesco
- Parent Education Committee – Ms. Diehl absent, no update.
- Governance Committee – Ms. Notarfrancesco
- Soccer Committee Update – Mr. Churchill
- Building Corporation Liaison – Ms. Diehl absent, no update.

TOP THREE ITEMS FOR COMMON SENSE NEWSLETTER – Brad Kreikemeier (due December 18th)

1. Introduction of new board member Chuck Grant
2. Fundraising Letter
3. Kindergarten Configuration and Kindergarten Philosophy

ADJOURN – The meeting was adjourned at 9:37 p.m.

Discussion/Training – Ms. Notarfrancesco facilitated a discussion on expansion options to be further discussed at the Strategic Planning Meeting in January.